**ANNEX 1 - Image Use Authorization Form**

The following form will be transcribed in an online format and made available to participants of the V Workshop on Python for Biological Data.

IMAGE USE AUTHORIZATION FORM

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, bearer of Identity Card no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, enrolled in the CPF under no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, AUTHORIZE the use of my image in photos or videos, without commercial purpose, to be used on social media and in general promotion related to the V Workshop on Python for Biological Data. This authorization is granted free of charge, encompassing the use of the aforementioned image throughout the national territory and abroad.

City, \_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant's Signature

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annex 2 - Code of Conduct**

**Code of Conduct**

V Workshop on Python for Biological Data

Although all workshop participants share a common interest in biological data and research development, participants and members of the organizing committee bring a diverse range of experiences, cultures, religions, sexual orientations, genders, and financial backgrounds, among numerous other factors that contribute to and result in participant diversity. Additionally, given the online format of the workshop, the tendency is for the group to become increasingly diverse, as its geographical scope will also expand as the project gains visibility. With the aim of promoting a welcoming and equitable environment for all participants, this code of conduct seeks to articulate our expectations in the professional environment, whether virtual, "semi-virtual," or in-person. Despite the freedom individuals have to hold different views and opinions about the world, establishing these expectations will help us treat people with respect and enable groups that are often marginalized to feel welcomed in order to persist in their chosen careers. Below, we detail the behavioral expectations for all involved in the Workshop.

Workshop Environment

It is necessary for Workshop organizers to:

I - Safeguard the defense of life, physical and moral integrity of all individuals directly or indirectly involved in the production, execution, and dissemination of the event.

II - Respect the prior knowledge, whether in computing or biological sciences, of other members of the organizing committee and event attendees.

III - Respect the different backgrounds of organizing committee members, attendees, and collaborators, including cultural, religious, sexual orientation, gender, and financial aspects.

IV - Promote the inclusion of all attendees, without exceptions, in all activities linked to the event edition, whether in classes, discussions, flash talks, and also socialization moments.

V - Promote the appreciation of all participating educational institutions as pillars for social transformation through education, and discourage any idea or principle of superiority among the various institutions.

VI - Not remove any documents from the appropriate folders in shared platforms (Google Drive, Canvas, etc.) without prior notice to the responsible parties, except if done by the responsible party for that specific document.

VII - Maintain organization and workflow in main common environments to other members, such as Slack, avoiding untimely postings or inappropriate environments for that content.

VIII - Not engage in commercial activities of buying and selling, offering services, or advertising using the name, reason, or brand that alludes to the event without prior discussion and authorization from the other organizers;

It is necessary for Workshop attendees to:

I - Safeguard the defense of life, physical and moral integrity of all individuals directly or indirectly involved in the production, execution, and dissemination of the event.

II - Respect the prior knowledge of other participants, including other attendees and members of the organizing committee.

III - Respect the different backgrounds of other participants and members of the organizing committee, including cultural, religious, sexual orientation, gender, and financial aspects.

In-person Events:

VI - Not consume, distribute, buy or sell narcotic substances, even if legal, or be under the influence of these substances on the event premises.

VII - Not smoke in the event's workspace, except in designated areas for this purpose, when available.

Interaction in the Workshop Environment

Interaction in event environments (e.g., Slack, Google Meet, Zoom, in-person meetings, etc.) should be based on cordiality, mutual respect, equity, well-being, and safety of all, collaboration, teamwork spirit, and pursuit of a common goal, regardless of academic hierarchical position or function.

The following are behaviors to be adopted by any organizing member or attendee of the event:

I - Contribute to a work environment free from insults, defamation, exploitation, discrimination, repression, intimidation, harassment, and any kind of physical or psychological violence;

II - Share with colleagues the necessary knowledge and information for the exercise of the event's activities.

III - Not allow personal interests to interfere with dealings with colleagues and the progress of work;

IV - Not deliberately harm, within or outside the course environment, by any means, the image of the Event or the reputation of its Organizers and participating students;

V - Report any abuse (of power, physical, sexual, or moral) by any participating or organizing member, without fear. This can be done to the ethics committee or, in particular, to any of the Organizers. The informant's identity will be kept confidential.

VI - Report acts resulting from immoral, illegal, or unethical actions to the ethics committee or, in particular, to any of the Organizers. The informant's identity will be kept confidential.

VII - Disclose to other event participants the existence of this Code of Ethical Conduct.

VIII - Respect the freedom of choice of all participants and committee members to accept participation in the research aimed at assessing the performance of the Workshop.

Behaviors to be adopted by mediators, monitors, and lecturers of classes and lectures:

I - Act clearly and unequivocally, emphasizing morality and professionalism;

II - Promote a harmonious, cooperative, participatory, motivating, and productive work environment;

III - Address individual issues with respect and discretion;

IV - Refrain from conduct that may constitute prejudice, discrimination, offense, embarrassment, or harassment of any kind towards other participants.

Execution of Activities

Mediators, monitors, and lecturers of classes and lectures should strive for didacticism and transparency in distributing content and knowledge. They should always seek to include those who present greater difficulties, seeking new ways to address their doubts.

In the analysis and application of disciplinary processes, members of the organizing committee, especially the ethics committee, should act objectively and impartially, with discretion and cordiality, seeking the veracity of facts, controlling and meeting deadlines.

The right to contradict and to a full defense is guaranteed to those involved.

The event's participating student should:

I - Participate in all proposed activities with determination, coherence, and respect for established deadlines and schedules.

II - Prioritize the promotion and dissemination of scientific knowledge over non-scientific knowledge and fake news, within and outside event spaces (virtual or in-person).

III - Respect the speeches and speaking spaces of all participants involved in the event.

IV - Be responsible in cases of loss or corruption of files related to evaluative activities.

Promotion of Equality and Respect for Diversity

All event participants should:

I - Reject opinions or practices that demonstrate prejudice based on origin, race, sex, color, age, gender, creed, and any other forms of discrimination or that may cause embarrassment to other colleagues.

II - Be sensitive when addressing opinions and ideas that may cause discomfort and/or have a psychological effect on other Workshop participants. For example, keep in mind that we are living in a moment of pandemic and a highly divided political scenario, so consider that these themes may cause discomfort within the group.

III - Report any experienced or witnessed cases to the ethics committee or, in particular, to any of the Organizers. The informant's identity will be kept confidential.

For Members of the Organizing Committee

Regarding Relationship with the Public

In relationships established with diverse audiences, the organizing member should demonstrate balanced and impartial conduct, not engaging in transactions or activities that may compromise their professional dignity or discredit their public image, as well as that of the event.

Regarding Publications and Authorship of Initiatives and Works

Any and all scientific publication or material generated from the organization, execution, or dissemination of the event must include all committee members, provided they have directly participated in the construction of said publication(s) or scientific material(s).

Discussions about writing and constructing material (scientific article, book, teaching material, etc.) should be communicated and open to all members of the organizing committee, even if specific functions are delegated for these purposes within the group.

Regarding Confidentiality and Information Security

Members of the organizing committee should adopt the following conduct:

I - Maintain confidentiality about the information they have access to when it is in the interest of producing a scientific article or for the exclusive use of the Organizing Committee, following premises established in the project approved by the Ethics Committee;

II - Not disclose, pass on, or comment on privileged information from the event organization with third parties;

III - Not share passwords, or allow unauthorized access or use of official event platforms (Twitter, Gmail, Slack, Instagram, etc.);

IV - Report to other members any loss of information or any form of improper manipulation or misuse of information by others.

Regarding Image Use and Social Media.

Participants and members of the organizing committee are authorized to:

I - Use personal images in screenshots, images, and videos for the purpose of promoting and disseminating the Python Workshop for Biological Data on the event's social media.

II - Voluntarily and freely, for the same purposes, transfer rights to the dissemination of images without receiving any form of compensation for it.

III - In case the participant or member of the organizing committee does not authorize the reproduction of their image, they must formally communicate it to the event organizing committee by email.

Participants and members of the organizing committee are prohibited from:

I - Using event social media for commercial activities such as buying and selling, offering services, or advertising;

II - Obtaining, storing, using, or sharing material in channels linked to the event that violates copyright laws or intellectual property rights;

III - Obtaining, storing, using, or sharing material in channels linked to the event that contains pornographic, sexually exploitative, racist, homophobic, sexist, political-partisan, against religious freedom, or diversity-threatening content;

IV - Using anonymity for sending messages or posting content that contradicts the interests of the organizing committee;

V - Engaging in political-partisan, religious, self-help, and "chain" propagation activities.

Regarding Conflict of Interest

Organizing Committee Members are prohibited from:

I - Promoting, directly or indirectly, in event organization and execution spaces any activity that conflicts with Workshop interests;

II - Disclosing or using privileged information for their own benefit or for third parties;

Violations of the Code of Ethical Conduct and Integrity

Conducts that may constitute a violation of this Code will be investigated, based on witness accounts or complaints, by the event's Ethics Committee, which may result in:

I - A recommendation to adopt appropriate conduct.

II - Application of the penalty of ethical censorship; by discontinuing the link with event activities.

III - In necessary cases, legal measures will be taken along with the competent authorities.